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Tyera Sheppard

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EXECUTIVE SECRETARY
Anju A. Bennett

RECORDING SECRETARY
Abre Valencia

PERSONNEL BOARD
3430 Court House Drive
Ellicott City, MD 21043
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March 16, 2026

The Honorable Dr. Calvin Ball
County Executive
George Howard Building
3430 Courthouse Drive
Ellicott City, MD 21043

The Honorable Opel Jones
Chairperson, County Council
George Howard Building
3430 Courthouse Drive
Ellicott City, MD 21043

Subject: Annual Report of the Personnel Board

Dear County Executive Ball and Council Chair Jones,

The Annual Report of the Personnel Board of Howard County covering the period from January 1, 2025, through December 31, 2025, is respectfully submitted in compliance with Section 1.120 of the Howard County Code.

The Personnel Board met eleven times in 2025. Six of the eleven sessions were open meetings, which were primarily administrative/business meetings to consider amendments to the County's pay and classification policies, before they submitted for consideration by the County Executive. The remaining five meetings were closed sessions to address six employment appeals to the Personnel Board.

Open Meetings:

- January 17, 2025: Review and approval of amendments to the Classification and Pay Plan to recognize new positions of Inspector General and Deputy Inspector General.
- March 13, 2025: Review and approval of amendment to Section 1.112 of the County Code

to expand the number of eligible candidates that can be considered for position vacancies. This expansion included federal employees and contractors displaced from the 2025 federal reduction in force.

- May 7, 2025: Review and approval of amendments to both the Pay Plan and Classification Plan for Fiscal Year 2026 that were effective January 1, 2026.
 - Pay Plan amendments:
 - General Schedule
 - D Schedule—Public Safety Dispatchers (Lodge 107)
 - EC Schedule—Emergency Communication Supervisor
 - OT Schedule—Office/Technical (Local 1810)
 - OS Schedule—Operations Supervisor (Local 3888)
 - H Schedule—Skilled Trades (Local 3085)
 - P Schedule—Police Officers (Lodge 21)
 - PS Schedule—Police Sergeants (Lodge 143)
 - PM Schedule—Police Management
 - F Schedule—International Association of Firefighters (Local 2000)
 - FM Schedule—Fire Management
 - C Schedule—Corrections (Local 3080)
 - CM Schedule—Corrections Management
 - CS/DS Schedule—Sheriff Management & Security Officers (Lodge 131)
 - RLC Schedule—Recreational Licensed Childcare
 - Implementation of the pay plan, overtime, and compensatory time
 - Classification Codes and Pay Grades for executive exempt employees from the Department of General Services
 - Classification Plan amendments:
 - Addition of two new, executive-exempt classifications: Director of General Services (class code 4129) and Deputy Director of General Services (class code 4128).
- June 12, 2025: Review and approval of amendments to Fiscal Year 2026 Pay Scales and Pay Plan, effective July 1, 2025 and January 1, 2026, covering:
 - Local 2000 (Firefighters)
 - Fire Management
- August 15, 2025:
 - Review and approval of amendments to the Fiscal Year 2026 Pay Scales and Pay Plan, effective July 1, 2025 and January 1, 2026, covering:
 - Local 3080 (Corrections)
 - Corrections Management
 - Discussion on updating the Personnel Board website to help clarify the procedure and requirements for making an appeal to the Board.
- November 12, 2025: Review and approval of amendments to Pay Scales and Pay Plan for AFSCME, effective January 1, 2025, covering:
 - Local 1810 (Office/Technical)
 - Local 3888 (Operations Supervisor)
 - Local 3085 (Skilled Trades)

Closed Meetings:

- April 4, 2025: Closed Deliberation on two Pending Appeals.
- April 30, 2025: Closed Deliberation on Pending Appeal.
- July 1, 2025: Closed Deliberation on Pending Appeal.
- July 29, 2025: Closed Deliberation on Pending Appeal.
- September 29, 2025: Closed Deliberation on Pending Appeal.

There were three appeals pending before the Board at calendar year's end.

The Board is available to respond to any questions or comments you may have.

Sincerely,

Tyera Sheppard, Chairperson
Personnel Board

Cc: The Honorable Christiana Rigby
The Honorable Liz Walsh
The Honorable Deb Jung
The Honorable David Yungmann
Personnel Board Members
Anju Bennett, Executive Secretary to the Personnel Board